

# ABSTRACT OF THE DISCLOSURE

In cutting four edges of a recording medium, the recording medium is fed to a first cutting position, and two front side edges of the recording medium in a feed direction  
5 of the recording medium is cut while feeding the recording medium. The recording medium is further fed to the first cutting portion and two rear side edges of the recording medium is cut while feeding the recording medium. The recording medium is fed to a second cutting position, and one  
10 of a leading edge and a trailing edge of the recording medium in the feed direction is cut while the recording medium is stationary, and the recording medium is further fed to the second cutting position and the other of the leading edge and the trailing edge is cut while the recording medium is  
15 stationary. One of the leading edge and the trailing edge is cut between cutting of the front side edges and cutting of the rear side edges.